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OFFICE OF THE CLERK
U.S. HOUSE OF REPRESENTATIVESU.S. House of Representatives
112th CongressEMPLOYEE
POST-TRAVEL DISCLOSURE FORM

This form is for disclosing the receipt of travel expenses from private sources for meetings, speaking engagements, fact-finding trips or similar events in connection with official duties. You need not disclose government-funded or political travel on this form, or travel that is unrelated to official duties. This form does not eliminate the need to report all privately-funded travel on the annual Financial Disclosure Statements of those persons required to file them. In accordance with clause 5 of House Rule 25, complete this form and file it with the Clerk of the House of Representatives, B-106 Cannon House Office Building, within **15 days** after travel is completed. The Clerk is to make these forms publicly available as soon as possible after they are received. *Obtain the dollar amounts from the sponsor; if exact dollar amounts are unavailable, provide a good faith estimate.*

Name of Employee (print or type): Tara O'NeillName of Accompanying Family Member (if any): n/aRelationship to Employee: ☐ Spouse ☐ Child ☐ Other (specify): _____Date of Departure and Date of Return: 8/14/12-8/16/12Dates at Personal Expense: n/aItinerary (cities of departure – destination – return): Washington, DC- Aiken, SC-
Washington, DCSponsor(s) (who paid for the trip): Savannah River Site Community Reuse
Organization (SRSCRO) _____Describe meetings and events attended (attach additional pages if necessary): Toured Savannah
River National Lab, Georgia Health Sciences University, Plant Vogtle.
Met with community leaders and local college representatives.

Attached to this form are EACH of the following (signify "yes" for each item by checking the corresponding box):

1. ☒ the Private Sponsor Travel Certification Form completed by trip sponsor, including all attachments;
2. ☒ the Privately-Sponsored Travel Approval Form completed by the employee; **and**
3. ☒ the Committee on Ethics letter approving my participation on this trip.

I represent that I participated in each of the activities reflected in the sponsor's agenda (signify "yes" by checking box): ☒

If not, explain: _____

Tim Scott

TRAVEL EXPENSES:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses
For employee:	\$363.48	\$192.42	\$145.78
For accompanying family member:	n/a	n/a	n/a

	Other Expenses (dollar amount)	Specific Nature of Expenses (e.g., taxi, parking, registration fee, etc.)
For employee:		
For accompanying family member:		

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

SIGNATURE OF EMPLOYEE:



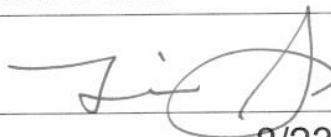
DATE: 8/23/12

I authorized this travel in advance. I have determined that all of the expenses listed above were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

NAME OF SUPERVISING MEMBER:

Rep. Tim Scott

SIGNATURE OF SUPERVISING MEMBER:



DATE: 8/23/12

Approved (8/8)

RECEIVED

2012 JUN 20 PM 3:46

COMMITTEE ON ETHICS

U.S. House of Representatives
Committee on Ethics

PRIVATELY SPONSORED TRAVEL: TRAVELER FORM
For Members, Officers, and Employees

This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, together with the completed and signed Private Sponsor Travel Certification Form and any attachments. A copy of this form, minus this initial page, will be made available for public inspection. *Please type form. Form (and any attachments) may be faxed to the Committee at (202) 225-7392.*

YOUR COMPLETED REQUEST MUST BE SUBMITTED TO THE COMMITTEE NO LESS THAN 14 DAYS BEFORE YOUR PROPOSED DEPARTURE DATE. Absent exceptional circumstances, permission will not be granted for requests received less than 14 days before the trip commences.

Name of Traveler: Tara O'Neill

I certify that the information contained on both pages of this form is true, complete, and correct to the best of my knowledge.

Signature: Tara O'Neill

Name of Signatory (if other than traveler): _____

For staff, name of employing Member/Committee: Rep. Tim Scott (SC-01)

Office address: 1117 Longworth House Office Bldg

Phone number: 202-225-3176

Email address of contact person: tara.oneill@mail.house.gov

☐ Check this box if the sponsoring entity is a media outlet and the traveler is a Member traveling to make a media appearance sponsored by that entity and these forms are being submitted to the Committee less than 14 days before the trip departure date.

NOTE: You must complete the contact information fields above, as Committee staff may need to contact you if additional information is required.

If there are any questions regarding this form please contact the Committee:

Committee on Ethics
U.S. House of Representatives
1015 Longworth House Office Building
Washington, DC 20515
(202) 225-7103 (phone)
(202) 225-7392 (fax)

U.S. House of Representatives
Committee on Ethics

PRIVATELY SPONSORED TRAVEL: TRAVELER FORM

1. Name of Traveler: Tara O'Neill
2. Sponsor(s) (who will be paying for the trip): SRS Community Reuse
Organization
3. Travel destination(s): Aiken, SC
4. a. Date of Departure and Date of Return: Aug 14, 2012 - Aug 16, 2012
b. Will you be extending the trip at your personal expense? ☐ Yes ☒ No
If yes, dates at personal expense: _____
5. a. Will you be accompanied by a family member at the sponsor's expense? ☐ Yes ☒ No
b. If yes, name of accompanying family member: _____
c. Relationship to traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
6. a. Did the trip sponsor answer "yes" to Question 9(c) on the Trip Sponsor form (i.e., the travel is being sponsored by an entity that employs a lobbyist)? ☐ Yes ☒ No
b. If yes, check one of the following: ☐ N/A - Sponsor checked 9(a) or 9(b)
(1) Approval for one-night's lodging and meals is being requested: ☐ or
(2) Approval for two-nights' lodging and meals is being requested: ☐
If "(2)" is checked, explain why the second night is warranted: _____
7. Private Sponsor Travel Certification Form is attached, including agenda, invitee list, and any other attachments (indicate that form is attached by checking box): ☒
8. Explain why participation in the trip is connected to your individual official or representational duties:
I handle energy legislation for the Congressman, which
will be the focus of the workshop.

9. **FOR STAFF:**

TO BE COMPLETED BY YOUR EMPLOYING MEMBER:

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Date: 6/19/12

Jan 8
Signature of Employing Member

NOTE: This page must be submitted with your post-travel disclosure form within 15 days of your return, so you should maintain a photocopy of the completed form for your records.

**U.S. House of Representatives
Committee on Ethics**

**PRIVATE SPONSOR TRAVEL CERTIFICATION FORM
(provide directly to each House invitee)**

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers or employees under House Rule XXV, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer or employee, who will then forward it to the Committee. The trip sponsor should NOT submit the form directly to the Committee.

Private sponsors are urged to submit this form to each House invitee at least 30 days before travel is scheduled to begin. The failure to provide the Committee with adequate time to review the form and attachments may result in the invitee not receiving approval for the trip. The submission of an incomplete form will delay the review process. Before completing this form, sponsors are urged to carefully review the Committee's private travel guidelines and advisory memoranda detailing the rules and restrictions for private travel, as well as the instructions for completing this form. Sponsors should call the Committee with any questions prior to submitting the form. Please type form.

1. Sponsor(s) (who will be paying for the trip): SRS Community Reuse Organization
2. I represent that the trip will not be financed (in whole or in part) by a federally-registered lobbyist or a registered foreign agent (signify "yes" by checking box): ☒
3. I represent that the trip sponsor(s) has not accepted from any other source funds earmarked directly or indirectly to finance any aspect of the trip (signify "yes" by checking box): ☒
4. Is travel being offered to an accompanying family member of the House invitee(s)? ☐ Yes ☒ No
5. Provide names and titles of ALL House invitees; for each invitee, provide explanation of why the individual was invited (include additional pages if necessary): Please see the names and titles on additional page.
Reason: These individuals are responsible for SRS and energy related issues
6. Dates of travel: August 14, August 15, and August 16
7. Cities of departure – destination – return: For the Washington DC Staff: Washington DC - Aiken SC- Washington DC
Local staff will drive to meeting location from their Georgia and South Carolina offices.
8. Attached is a detailed agenda of the activities taking place during the travel (i.e., an hourly description of planned activities) (signify "yes" by checking box): ☒
9. I represent that (check one of the following):
 - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: ☐ or
 - b. The sponsor of the trip does not retain or employ a federally registered lobbyist or registered foreign agent: ☒ or
 - c. The trip is for attendance at a one-day event and lobbyist involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations. ☐
10. If travel is for participation in a one-day event (i.e., if you checked Question 9(c)), check one of the following:
 - a. One-night's lodging and meals are being offered: ☐ or
 - b. Two-nights' lodging and meals are being offered: ☐If "b" is checked, explain why the second night is warranted: _____

11. If the trip is not sponsored by an institution of higher education, I represent that a federally-registered lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip (*signify "yes" by checking box*): ☒
12. Private sponsors must have a direct and immediate relationship to the purpose of the trip or location being visited. Describe the role of each sponsor in organizing and conducting the trip: _____
The SRSCRO is responsible for facilitating economic development opportunities associated with SRS technology, capabilities, and missions
13. Describe each sponsor's organizational interest in the purpose of the trip: To educate and inform Congressional staffers on energy initiatives that fit SRS capabilities and expertise and to promote the CSRA as a world leader in energy alternatives
14. Describe the type and class of the transportation being provided. Indicate whether coach, business-class or first-class transportation will be provided. In addition, for travel via aircraft, please indicate if travel is being offered on a commercial flight, chartered flight or on an aircraft operated or paid for by a carrier not licensed by the Federal Aviation Administration to operate for compensation or hire (*i.e.*, a private aircraft). If first-class fare is being provided, or if travel is via chartered or private aircraft, please provide an explanation describing why such travel is warranted: _____
Commercial coach airfare will be provided between airports. Local travel will be by taxi, shuttle van, rental vehicle, and/or tour bus
15. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). (*signify "yes" by checking box*): ☒
16. I represent that either (*check one of the following*):
- a. The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: ☐ *or*
- b. The trip involves events that are arranged or organized *specifically with regard* to congressional participation: ☒
- If "b" is checked, detail the cost per day of meals (approximate cost may be provided): \$50
17. Reason for selecting the location of the event or trip: Location near Department of Energy's Savannah River Site and Plant Vogtle
18. Name of hotel or other lodging facility: Hilton Garden Inn Aiken
19. Cost per night of hotel or other lodging facility (approximate cost may be provided): \$100
20. Reason(s) for selecting hotel or other lodging facility: Convenient location and meeting accommodations

21. TOTAL EXPENSES FOR EACH PARTICIPANT:

<input type="checkbox"/> actual amounts <input checked="" type="checkbox"/> good faith estimates	Total <i>Transportation</i> Expenses per Participant	Total <i>Lodging</i> Expenses per Participant	Total <i>Meal</i> Expenses per Participant
For each Member, Officer, or employee	\$700.00	\$200.00	\$150.00
For each accompanying family member			

	<i>Other</i> Expenses (dollar amount)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or employee		
For each accompanying family member		

22. I represent that reimbursement for miscellaneous travel expenses for the trip, such as travel to and from airports, security costs, interpreter fees, visa application fees, and similar expenses, will be for actual costs incurred and are necessary for the purpose of the trip (*signify "yes" by checking box*): ☒

23. I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: 

Name and title: Richard V. McLeod, Executive Director

Organization: SRS Community Reuse Organization

Address: PO Box 696, Aiken SC 29802

Telephone number: 803-593-9954 Ext. 1411

Fax number: 803-593-4296

Email Address: rick.mcleod@srsro.org

The Committee staff may contact the above individual above if additional information is required.

If there are any questions regarding this form please contact the Committee at the following address:

Committee on Ethics
U.S. House of Representatives
1015 Longworth House Office Building
Washington, DC 20515
(202) 225-7103 (phone)
(202) 225-7392 (fax)

Version date 3/2011 by Committee on Ethics

Jo Bonner, Alabama
Chairman
Linda T. Sánchez, California
Ranking Member



ONE HUNDRED TWELFTH CONGRESS

U.S. House of Representatives

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August 8, 2012

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1015 Longworth House Office Building
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Telephone: (202) 225-7103
Facsimile: (202) 225-7392

Ms. Tara O'Neill
Office of the Honorable Tim Scott
1117 Longworth House Office Building
Washington, DC 20515

Dear Ms. O'Neill:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Aiken, South Carolina, scheduled for August 14 to 16, 2012, sponsored by the SRS Community Reuse Organization.

You must complete an Employee Travel Disclosure Form (which your employing Member must also sign) and file it with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are required to attach a copy of this letter and the Private Sponsor Travel Certification Form, including all attachments. You must also include a copy of the Traveler Form completed by you and signed by your employing Member. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$350 from a single source on Schedule VII of that statement.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

Jo Bonner
Chairman

Linda T. Sánchez
Ranking Member

JB/LTS:re

House Invitees for the SRSCRO Congressional Staff Workshop & Community Forum

August 14-16, 2012

Name	Title	Representative
Peyton Bell	Legislative Director	Barrow
Kathryn Hyler	Field Representative	Barrow
Lynthia Ross	District Director	Barrow
Stephen Kraly	Legislative Director	Broun
Jessica Hayes	Field Representative	Broun
Jordan Chinouth	District Director	Broun
Willie Lyles	Legislative Assistant	Clyburn
Craig Link	Chief of Staff	Clyburn
Dalton Tresvant	Midlands Area Director	Clyburn
Joshua Gross	Legislative Correspondent	Duncan
Patrick Manion	Senior Legislative Assistant	Gowdy
Al Simpson	Chief of Staff	Mulvaney
Tara O'Neill	Legislative Assistant	Scott
Eric Dell	Chief of Staff	Wilson
Baker Elmore	Military Legislative Assistant	Wilson
Brian Eisele	Special Assistant	Wilson